

PLAN COMMISSION MEETING MINUTES
TUESDAY, MARCH 22, 2016
Sister Bay-Liberty Grove Fire Station –2258 Mill Road

The March 22, 2016 meeting of the Plan Commission was called to order by Chairperson Dave Lienau at 5:31 P.M.

Present: Chairperson Lienau and members Scott Baker, Nate Bell, Don Howard and Marge Grutzmacher.

Excused: Eric Lundquist

Others: Marlies Moesta, Collin and Sara Doherty, Greg Casperson, Steve Thomas, and Vicky Saballus

Staff Members: Village Administrator Zeke Jackson and Assistant Administrator Janal Suppanz

Comments, correspondence and concerns from the public:

Lienau asked if any new correspondence had been received, and Jackson responded that an e-mail had been received from John Henessey, who owns a unit at the Yacht Club at Sister Bay. In that e-mail Henessey indicates that he believes the proposed Preliminary Plat for the Braun Property will provide excellent opportunities for future development in the Village. Lienau then asked if anyone wished to comment regarding a non-agenda item, but no one responded.

Jackson pointed out that the Plan Commission will be meeting at 5:00 P.M. on April 12, 2016 and 5:30 P.M. on April 19, 2016.

Approval of the agenda:

A motion was made by Grutzmacher, seconded by Baker that the Agenda for the March 22, 2016 meeting of the Plan Commission be approved as presented. Motion carried – All ayes.

Approval of minutes as published:

As to the minutes for the February 23, 2016 meeting of the Plan Commission:

A motion was made by Baker, seconded by Howard that the minutes for the February 23, 2016 meeting of the Plan Commission be approved as presented. Motion carried – All ayes.

Jackson noted that in accord with the Village Board's directives he obtained a light meter and determined that no light pollution was occurring on the SCAND property. SCAND officials were informed of his findings and related documentation will be executed.

Business Items:

Item No. 5. Review of exterior paint colors for Root's Bed & Breakfast located at 2378 Maple Drive; Consider motions for action if appropriate:

Collin and Sara Doherty would like to paint the portion of the building where the gift shop used to be located black. The remaining portions of the building will remain the same color as they are now. They contacted representatives of the State Historical Society and were informed that the desired colors will meet historical registry criteria.

1 *A motion was made by Howard, seconded by Grutzmacher that the Plan Commission approves*
2 *of the proposed exterior paint colors for Root's Bed & Breakfast located at 2378 Maple Drive.*
3 *Motion carried – All ayes.*
4

5 **Item No. 1. Public Hearing on a preliminary plat for the property located at 10660 N. Bay**
6 **Shore Drive; Review of a preliminary plat for the Braun Property; Consider appropriate**
7 **motions for actions if necessary:**

8 *At 5:42 P.M. Lienau called the public hearing on a preliminary plat for the property located at*
9 *10660 N. Bay Shore Drive to order.*
10

11 After many months of work by the Plan Commission and the Economic Development
12 Committee a draft of the Preliminary Plat for the property located at 10660 N. Bay Shore Drive
13 was created. That document was included in the meeting packets. Jackson then described the
14 various portions of the Preliminary Plat and answered questions which were raised by the
15 Commission members. In accord with the Village Attorney's directives, if the preliminary plat is
16 approved a condominium association will not be created, and, instead, the property within the
17 proposed development will be titled on a "Tenant In Common" basis.
18

19 Steve Thomas, who resides at 10860 Old Stage Road, indicated that he drew up the original
20 preliminary design plans for the Braun property. When he drew up the plans he depicted fewer
21 buildings and larger lots on the property in an attempt to avoid firewall compliance issues.
22 Thomas noted that there is potential for someone to come in and buy two smaller lots and
23 create a separate condominium for those lots. He does like several components of the
24 preliminary plat and sees potential for additional parking to be created on several of the lots.
25

26 Marlies Moesta stated that she resides on N. Bay Shore Drive and asked how high the buildings
27 within the proposed development will be. Jackson responded that on the draft plans which
28 have been created thus far two story and one and one-half story buildings have been depicted,
29 but plans for any potential buildings will ultimately have to be reviewed and approved by the
30 Plan Commission.
31

32 *At 6:15 P.M. Lienau asked if anyone else wished to comment regarding the previously*
33 *mentioned preliminary plat. When no one else responded he declared that the public hearing*
34 *was officially closed.*
35

36 *A motion was made by Howard, seconded by Bell that the Plan Commission*
37 *recommends that the preliminary plat for the property located at 10660 N. Bay Shore*
38 *Drive be approved as presented. Motion carried – All ayes.*
39

40 **Item No. 2. Review of a preliminary proposal for an outdoor seating area and bar addition**
41 **area at Al Johnson's Swedish Restaurant and Butik; Consider appropriate motions for action if**
42 **necessary:**

43 Lars Johnson has presented a preliminary proposal for an outdoor seating area and bar addition
44 area at Al Johnson's Swedish Restaurant and Butik, and the Commission members jointly
45 reviewed preliminary site plans and elevation drawings. Johnson and his Architect, Henry
46 Isaksen, are out of town at this time, but they do intend to provide further information regarding
47 this issue at the April 12, 2016 meeting of the Commission.
48

49 *A motion was made by Grutzmacher, seconded by Baker that the Plan Commission*
50 *recommends that the preliminary proposal for an outdoor seating and bar addition area at Al*

1 Johnson's Swedish Restaurant and Butik be approved as presented, on the condition that the
2 remaining plans and a Development Agreement must be submitted for approval at the April 12,
3 2016 meeting of the Commission. Motion carried – All ayes.
4

5 **Item No. 3. Review of a request from the owners of CHOP for conforming signage; Request**
6 **from the Zoning Administrator for an interpretation of §66.0752 of the Zoning Code – Color**
7 **and Lighting of Signs; Consider motions for action if appropriate:**

8 Jody Wuolette would like to install new signage on his restaurant located at 10571 Country
9 Walk Lane, and a copy of the Sign Permit he submitted was included in the meeting packets.
10 The sign itself has already been approved, but Wuolette would like to install "halo" lighting
11 behind it. Section 66.0752 of the Zoning Code contains provisions which pertain to the use of
12 spot lights for signage, and Jackson asked if the Commission members consider "halo" lighting
13 to be compliant.
14

15 *A motion was made by Grutzmacher, seconded by Howard that the Plan Commission makes*
16 *the determination that the provisions of §66.0752(2) of the Zoning Code which pertain to the*
17 *use of spot lights to illuminate signs be interpreted to include "halo lighting".*
18

19 **Item No. 4. Review of the "goat fennial" options for pedestrian wayfinding signage; Consider**
20 **motions for action if appropriate:**

21 Artists renderings of proposed goat fennials for the Village's new wayfinding signage were
22 included in the meeting packets, and the Commission members jointly reviewed that
23 documentation.
24

25 *A motion was made by Howard, seconded by that the Plan Commission approves of the goat*
26 *fennial which is depicted on the artists renderings of wayfinding signage depicted on Page 23 of*
27 *the meeting packets, on the condition that the tail of that goat is lowered a bit. Motion carried –*
28 *All ayes.*
29

30 **Item No. 6. Report by the Zoning Administrator regarding development activities, various**
31 **enforcement actions, and issuance of Sign and Zoning Permit:**

32 Jackson gave the following oral report:

- 33 • **Bay Shore Drive Project:** Work has resumed on some retention walls along Bay Shore
34 Drive. Employees from Wisconsin Public Service have been asked to remove the
35 temporary lighting, and that work will be completed as soon as they have crews in the
36 area. Restoration work should start in April, and work should commence on completion
37 of sidewalks, driveway tie-ins, painting and finishing work in the near future. As work
38 progresses on development of the Braun Property storm water management issues may
39 come into play, so Jackson will be discussing those issues with D.O.T. officials.
- 40 • **Sledding Hill:** A number of positive comments were made about the sledding hill. Steve
41 Mann and Pat Hockers will be working on a solution to re-direct sledders on a more
42 southerly path, and will also be working to adjust the pitch of the hill.
- 43 • **Beach Project:** Work on the Beach Project is complete!!! There are still some
44 outstanding issues which have to be addressed with the DNR. Jackson noted that as per
45 the Village's counsel's recommendations Village officials will not be discussing any
46 aspects of the Beach Project with anyone.
- 47 • **Harbor View:** A Development Agreement has been executed by the affected parties
48 and building is anticipated to begin in 2017.
- 49 • **Stony Ridge:** Keith Garot has signed an amended Development Agreement.
50 Construction on his expansion project will be weather dependent.

- 1 • **Wayfinding Signage:** Living Labs has received one bid back, and is in the process of
- 2 soliciting two others from sign companies in Wisconsin.
- 3 • **Code Enforcement:** He intends to check on the status of potential Municipal Code
- 4 violations as soon as properties are more readily accessible.
- 5

6 Howard asked where the money is coming from for the purchase of the quarry. Jackson and
7 Lienau responded that the Village Board accepted recommendations from the Finance
8 Committee, and will be doing a combination of debt refinancing, debt reductions and capital
9 program reductions over the next four years to pay for the purchase of the quarry, while
10 keeping the possibility of a tax increase to a minimum. The closing should take place in July of
11 2016. Up until that time there may be activity in the quarry, but in accord with the Offer To
12 Purchase the quarry owners will only be allowed to remove materials which have already been
13 quarried.

- 14
- 15 • Britt and Sarah Unkefer previously submitted plans for their expansion project. They
- 16 would like to add a 3D wall-mount “wild tomato” architectural feature to the building,
- 17 and Jackson asked if the Plan Commission members had any objections to such an
- 18 addition. All the Commission members except for Grutzmacher indicated that they had
- 19 no objections to the addition of the 3D wall-mount “wild tomato”.
- 20

21 **Item No. 5. Discussion regarding matters to be placed on a future agenda or referred to a**
22 **Committee, Official or Employee:**

23 It was the consensus that the following item shall be addressed at the April 12, 2016 meeting of
24 the Plan Commission”

- 25
- 26 • “Review of a preliminary proposal for an outdoor seating area and bar
- 27 addition area at Al Johnson’s Swedish Restaurant and Butik; Consider
- 28 appropriate motions for action if necessary.”
- 29

30 **Adjournment:**

31 *A motion was made by Grutzmacher, seconded by Baker to adjourn the meeting of the Plan*
32 *Commission at 6:55 P.M. Motion carried – All ayes.*

33

34 Respectfully submitted,

35 

36 Janal Suppanz,
37 Assistant Administrator
38